

THE MINUTES OF THE MEETING OF THE

FINANCE AND GENERAL PURPOSES COMMITTEE

HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE

ON MONDAY 10TH JANUARY 2011

PRESENT: COUN C J METCALFE (CHAIR)

Mesdames:- M Milsom, J I Measor, L Wood, J Black &
S McDonnell

Messrs:- D Milsom, E W Hall, H Bennett MBE,
C Austin, R Kyle, W M Jeffrey, D Langan, J Alvey,
C Watson, T Jones & R Huitson

**MEMBERS WERE REMINDED OF THE NEED TO DISCLOSE ANY
INTEREST PREJUDICIAL OR PERSONAL IN ACCORDANCE
WITH THE CODE OF CONDUCT.**

126. APOLOGIES FOR ABSENCE

Apologies for absence were submitted and accepted from Councillors
R W Jones, (car crash), G Cowie, (asthma) and J Hardy, (at DCC at a
meeting).

127. TO APPROVE THE MINUTES OF THE LAST MEETING

Matters Arising

Minute Number 122 – Proposed Traffic Regulation Order, Initial
Consultation – Unclassified Durham Way

There was considerable discussion on this item and the information
that had been received and circulated to each Member.

Following consideration it was **RECOMMENDED** that a request be made for an officer to come along to the next meeting to discuss these road traffic proposals in more detail with Members.

A Local Member also advised that he had been approached by a resident requesting traffic calming measures for Chapel Hill Road.

FURTHER RECOMMENDED that further consideration be given to this request at the next meeting.

128. THE REPORT OF THE FINANCE SUB COMMITTEE MEETING OF 16TH DECEMBER 2010 a copy of which had been circulated to each Member, was agreed. There were several queries on the payments made but these were clarified.

129. PUTTING DIVERSITY AT THE HEART OF DURHAM CONFERENCE – 21ST OCTOBER 2010 – DELEGATE’S REPORT

Members were circulated with a copy of the delegate’s report following his attendance at this event.

RECOMMENDED that the report be accepted.

130. NATIONAL ASSOCIATION OF COUNCILLORS AGM & CONFERENCE, 26TH – 28TH NOVEMBER 2010 – LEEDS – DELEGATE’S REPORT

Members were circulated with a copy of the delegate’s report following their attendance at this event. The Council’s delegate on the Executive Committee reported there were ongoing discussions on holding day seminars rather than overnight conferences.

RECOMMENDED that the report be accepted and further developments be awaited.

131. ROYAL GARDEN PARTY 2011 – REQUEST FOR NOMINATIONS

Members were circulated with a request for nominations from CDALC for expressions of interest from those that may wish to attend this year's Garden Party.

RECOMMENDED that any Member wishing to attend put their name forward via the Clerk, but as per Council policy, if successful with the nomination, they would attend at their own expense.

132. DURHAM COUNTY COUNCIL “KNOCK NEXT DOOR” CAMPAIGN - PRESS RELEASE

Members were circulated with the press release issued by Durham County Council.

RECOMMENDED that the information given, be noted.

133. DURHAM ASSOCIATION NEWS ISSUE 32 - DECEMBER

Members were circulated with issue 32 of the Newsletter produced by CDALC.

RECOMMENDED that the information given, be noted.

134. DURHAM COUNTY COUNCIL, DRAFT DELEGATION SCHEME TO TOWN & PARISH COUNCILS

Members were circulated with a copy of the draft Delegation Scheme to Town and Parish Councils. The Town Clerk suggested that if CDALC were making a response on behalf of the parishes, the Town Council should follow this line.

RECOMMENDED that no comment be offered on this consultation.

135. COUNTY DURHAM ASSOCIATION OF LOCAL COUNCILS -
RAIL STATION ON EAST DURHAM COAST LINE –
SUGGESTED AGENDA ITEM FOR NEXT EAST DURHAM
CDALC SUB COMMITTEE MEETING

Details were circulated on this suggested item that was to be discussed at the next CDALC Meeting. The Leader advised that this matter was also to be discussed at the AAP Meeting. It was asked that a copy of this information be sent to Mr Wilson who had come along to the Council Meeting on this subject.

RECOMMENDED that progress be awaited.

136. NATIONAL ASSOCIATION OF LOCAL COUNCILS
(i) E Bulletin - December
(ii) The Local Council Bill – Briefing

Members were circulated with copies of these documents from NALC for their information.

RECOMMENDED that the information given, be noted.

137. DURHAM RURAL COMMUNITY COUNCIL - HALLMARK
QUALITY STANDARD SCHEME EAST DURHAM
COMMUNITY BUILDINGS

Details were circulated on progress made with this scheme. The Town Clerk suggested that this was not aimed at the Town Council but more at Management Boards of voluntary organizations who run community buildings.

RECOMMENDED that the information given, be noted.

138. DURHAM COUNTY COUNCIL - EAST DURHAM AREA
ACTION PARTNERSHIP – DURHAM COUNTY COUNCIL
BUDGET CONSULTATION

This information had been circulated to keep Members informed on this issue. The Leader advised that there was to be an AAP Meeting on 12th January 2011 and he would advise on progress following that.

RECOMMENDED that the information given, be noted.

139. DURHAM COUNTY COUNCIL - DOUBLE TAXATION GRANT
PAYMENTS FOR 2011/12 AND OTHER ISSUES

Members were circulated with information confirming that the double taxation grant would be paid for 2011/2012. Unfortunately for future years no reassurances had been given that this would be paid. A Local Member asked if the Town Council claimed an amount for Horden Cemetery. The Clerk advised that there was no particular formula or method used in the calculation by Durham County Council, although a list of services that were “doubled up”, had been given. He also confirmed the Town Council did pay a contribution towards the cemetery costs of Horden Cemetery.

RECOMMENDED that the information given, be noted.

140. DURHAM COUNTY - PENSION FUND ANNUAL GENERAL
MEETING NOTE OF MEETING DATED 9TH NOVEMBER 2010

Members were circulated with a note following this meeting.

RECOMMENDED that the information given, be noted.

141. ISSUES ARISING FROM FIRST YEAR FRSSSE AUDITS

(i) Approach for 2010/11 Accounts

RECOMMENDED that the information given, be noted and further developments be awaited.

(ii) Governance Arrangements

Details were given on this issue and the establishment of a Governance Committee, with details given of a nearby Parishes' arrangements. The Town Clerk asked Members to consider this and suggested that as there was already an Internal Audit Sub Committee that perhaps the governance issues could be added to the terms of reference for this Sub Committee and a Governance and Audit Sub Committee be established.

RECOMMENDED that this course of action be agreed.

142. INTERNAL AUDIT REPORTS

- (i) Peterlee Show
- (ii) Teddy Bears Picnic

Copies of the reports prepared following audits of the Teddy Bears Picnic and the Show being carried were circulated to each Member for their consideration.

RECOMMENDED that the contents of the report be accepted and the action points as given in the reports be attended to.

143. STOCKTAKE SUMMARY SHEETS

Members were circulated with a copy of stock take sheets for the three licensed premises belonging to the Town Council.

RECOMMENDED that the stock take reports be accepted, but more detailed reasons be given in relation to wastages, and the question of losses due to beer standing in the lines be taken up with the brewery.

144. NEW YEAR'S EVE TICKETS 2011 – MEMBER'S ALLOCATION

Members were asked to advise the Office if they required their reserved tickets for New Years Eve. In considering this Members

referred to this years' event and matters including children at the event; dress code, whiskey raffle and wine on the table were discussed.

RECOMMENDED that:-

- (i) ticket allocation for 2011 be placed on the agenda for the February Meeting;**
- (ii) the New Years Eve Event be considered further at a future meeting of the Shotton Hall Sub Committee.**

145. DURHAM COUNTY COUNCIL – REQUEST FOR PRECEPT INFORMATION

The Town Clerk advised that Durham County Council had requested the Town Councils precept figure for 2011/12 by no later than 28th January 2011.

RECOMMENDED that a Special Meeting of the Finance & General Purposes Committee Meeting be held on Tuesday 18th January 2011 at 7.30pm.

146. MEDIUM TERM FINANCIAL PLAN 2011/12; 2012/13 & 2013/14

The Town Clerk reported that he had almost finalised this document for consideration by Members at the Special Meeting given above.

RECOMMENDED that a Special Meeting of the Finance & General Purposes Committee Meeting be held on Tuesday 18th January 2011 at 7.30pm.

147. NATIONAL ASSOCIATION OF LOCAL COUNCILS – LOCAL GOVERNMENT REVIEW - SUBSCRIPTIONS

The Town Clerk asked for consideration to be given to the number of copies of this publication ordered, currently there were 23 copies ordered, one for each Member and the Clerk.

RECOMMENDED that in future only six copies of this publication be ordered.

148. BURNHOPE WAY WORKS – ROAD CLOSURES

Members were circulated with information regarding progress with the works on the A19 roundabout giving the revised target road closure dates, following bad weather causing a delay in the programme.

When considering this item a Local Member referred to works by utility companies in the Acre Rigg Ward which were causing considerable disruption and nuisance to residents. Members were concerned at the lack of information supplied by Durham County Council on these works and asked that their efforts be enlisted to ensure that re-instatement works were carried out fully.

RECOMMENDED that a letter be sent to Durham County Council on these matters.

149. NEIGHBORHOOD CHALLENGE – DRAFT APPLICATION

Members were circulated with a copy of the draft project description, with the application being made by the deadline of 18th January 2011.

The Town Clerk advised that there were some 80 or so young people accessing activities at Eden Lane and so a possible refurbishment of the building would be excellent.

RECOMMENDED that support be given for this application to be progressed to the next stage.

150. RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC
IN VIEW OF THE CONFIDENTIAL NATURE OF THE
FOLLOWING ITEM TO BE DISCUSSED, THE COMMITTEE
PASSED THE FORMAL RESOLUTION TO EXCLUDE THE

PRESS AND PUBLIC FROM THE MEETING, PURSUANT TO THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT, 1961 & THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985.

151. LONG TERM HIRE REQUESTS

The Town Clerk advised that he had received two expressions of interest from companies interested in long term office rental. It was suggested that one could be accommodated at Shotton Hall and one at Hill Rigg House.

RECOMMENDED that:-

- (i) the Town Clerk be given authority to negotiate with Comfort Call to rent Meeting Rooms 1,2 & 3 at Shotton Hall, for four years with a break clause at 2 years;**
- (ii) to accommodate this essential repairs to the roof and electrics of the annexe building would need to be made to allow tenants to move back in;**
- (iii) approval be given for negotiations to continue with the Princes Trust for the use of Hill Rigg House to achieve along term rental for these facilities also.**